



City of Tampa

Jane Castor, Mayor

Housing & Community Development

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Affordable Housing Advisory Committee

Wednesday, May 21, 2025

2555 E. Hanna Ave., 3rd Floor

Tampa, Florida 33610

MEETING MINUTES

Pursuant to notice, the regular meeting of the Affordable Housing Advisory Committee for the City of Tampa was held on Wednesday, May 21, 2025 at 1:30 PM in the Third Floor Conference Room.

Members Present:

Lynn Hurtak
Jennye Hall
Alissa Sieban
Ed Busansky

Jim McCarthy
Debra Koehler
Robin Lockett

Members Absent:

Ernest Coney
Juawana Colbert

Cathy Coyle
Tammy Haylock-Moore

City Staff Present:

Michelle Boone
Rebecca Johns
Jeff McKittrick

April Espinosa
Trena Gaston-Gardner

Public Present:

Geoff Harlan
Matthew Sweet
Kimberly Overman

Teresa Perry
Carlos Rosario
Aaron Vargas

1. CALL TO ORDER/ ROLL CALL:

The regular meeting of the Affordable Housing Advisory Committee was called to order on Wednesday, May 21, 2025 at 1:30 pm. There were sufficient members for a quorum.

2. APPROVAL OF MINUTES

Chairwoman Hurtak requested approval of minutes from the March 19 and April 16, 2025 meetings.

Debra Koehler made a motion for the approval of the minutes and the motion was seconded by Jennye Hall. The Committee unanimously approved the motion.

3. PUBLIC COMMENT

None

4. AHAC Roles and Responsibilities

Rebecca Johns, City of Tampa Attorney's Office, spoke about SHIP Statute 420.907, this is the Florida State Statute that established the SHIP Act. It provides funding to local governments to encourage the creation and preservation of affordable homeownership.

SHIP Rule 67-37 is the Florida Administrative Code Rule that governs the implementation of the SHIP programs and provides details on the program's operations and compliance requirements.

AHAC Ordinance 2008-77 and 2020-88 are local government ordinances that establish the AHAC to advise and provide recommendations on affordable housing strategies, a requirement of the SHIP program.

The purpose of AHAC is to recommend specific actions or initiatives to encourage affordable housing while protecting the ability of the property to increase in value.

5. LHAP

The City is required to prepare an LHAP every three years to be reviewed by AHAC. The City creates a three-year strategy detailing the expenditure of SHIP dollars towards down payment assistance, owner-occupied rehab, and new construction. The approved incentives will be included in the LHAP documentation for submittal.

SHIP dollars derive from documentary stamp tax revenues. The FHFC then allocates these funds throughout Florida. The City of Tampa is a SHIP entitlement community and receives about \$3,000,000 in SHIP funds a year.

The LHAP was signed by the Mayor and approved by Florida Housing Finance Coalition today.

6. HOUSING AND COMMUNITY DEVELOPMENT UPDATES

Michelle Boone updated the Committee with the following events per the presentation materials provided to the Board.

a. DARE (Down Payment Assistance)

There have been 44 closings for FY25, most using stacked funds (SHIP and CRA).

The City of Tampa expended \$1,810,000 using HOME/CDBG/SHIP/HPF and \$1,560,000 using East Tampa CRA funding. SHIP money is spent first. HCD has 28 active reservations, these potential homebuyers have funds reserved while they are looking for a home. There are 11 applicants currently under contract for FY25.

Councilwoman Hurtak states that the CRA Board approved an additional \$100,000 for roof and tree repairs in East Tampa.

b. Homeless Outreach – Tampa Hope

Tampa Hope provides shelter to homeless men and women in the City of Tampa. From 12/31/21 (opening day) – 4/7/2025, shelter was provided to 1,412 unduplicated individuals, 30% of the clients reported they were homeless in the 33605 zip code, and 441 (31%) has been successful discharged. The average length of stay at Tampa Hope is 109 days. Tampa Hope does not have a maximum time frame for stays.

With permission from the RMAP clients, the Homeless Outreach Team shared several client success stories. The Homeless Outreach Team helps about 3-5 families find permanent housing a month.

There were an additional 125 cottages (for a total of 225 cottages) purchased and waiting on electrical engineer drawings. These cottages are purchased with CDBG funds with approval from HUD.

Tampa Hope Community Center is almost completed, last month the roof, drywall and painting was completed.

c. Rental Move-In Assistance Program (RMAP)

The Housing and Community Development Department opened RMAP on February 1st, 2024. The program is only open on Tuesdays and Thursdays at 9:00 am and will accept 40 applications. The need is very competitive. This allows staff to maintain a manageable caseload. Applicants are moving through the process relatively quickly.

RMAP offers rent assistance, move-in assistance, and prevention assistance. Eviction prevention will assist individuals with up to two months of rent arrears and on-going rent subsidy up to a year, or to the end of the current lease.

If eligible, City of Tampa residents will be able to access \$1.6 million set aside for Rent and Move-In Assistance, and an additional \$1 million for Eviction Prevention, which allows up to two months of arrears. These funds are available from the 2024 approved budget. The total budgeted funds for RMAP Phase V are \$2,600,000.00.

RMAP Phase VII and VIII and has received 2249 completed applications. The total funds are \$4,301,694.26 and the average award is \$6,537.53. There have been 180 new move-ins, 306 current leasers, and 148 eviction preventions.

Families with children, homeless, and disabled populations have benefited the most.

The housing information line has received 5,132 calls between 10/4/2024 to current. Most of the calls pertain to the RMAP and rental assistance.

d. Infill 3

There are 19 lots available that will include opportunities to build both single and multi-family homes, with most lots located in or near East Tampa. The estimated number of units proposed was 38, including rental and SF for sale development.

Currently, there are 6 lots under contract. The City is working with local agencies to finalize land transfers and plans.

e. Healthy Homes

There are 14 homes under construction and 11 homes already completed. The total rehab costs to date are \$852,663. Healthy Homes is a grant received from HUD, and the City matches it with CDBG funds.

f. Multi-Family Rental Updates

Pittman Design Group's current project, Casa Maceo is a 10-unit 100% affordable townhome rental housing development. A minimum of 6 units will be set aside for 50% AMI or below with no household income to exceed 80% AMI with a 30-year affordability period. These rental units are targeted to be completed by December and will start preleasing next month.

47th Street (RUDG), received land plus \$75,000, 174 units are mixed income and was provided land purchased with federal funds and will have a 99-year affordability period. This project is in the Planning and Permitting stage.

The Pittman Group/Shacres, received \$2,500,000 in CDBG and HOME, for 10 affordable multi-family rental units. Project should be completed in 2026.

Catholic Charities (Mercy Oaks II), received \$1,250,000 in SHIP funds, 17 efficiency and/or 1BR units was acquired and will be rehabilitated/converted from a commercial office structure. This project is in the construction stage and planned for December 2025 completion.

Madison Highlands II, LIHTC (New South Residence), received \$750,000 in SHIP funds, 92 units for seniors, all affordable, financing approved. This project is in the permitting stage.

The Canopy (THA and Related), received \$75,000 in HOME funds and will provide 188 total units. This project is under construction.

Marquee (Richman Group) has a \$12,000,000 agreement with the City and will provide 354 units using ARPA funds (General Funds). There will be a 99-year affordability period. This project is under construction and will be completed in 2025.

5. NEW BUSINESS

- a. HOME ARP RFP has about \$5,000,000 in funding and will be used for multifamily rentals to assist qualified populations. The application is pending re-release and due June 6th.
- b. HOME CHDO RFP was released on April 11 and is due May 12th.
- c. ESG Rush (Disaster Funds) RFP has about \$1,000,000 was released April 8th and due May 6th.
- d. LIHTC 9% RFP was released on April 1st and due June 27th.
- e. CDBG Public Service, Public Facilities, and Housing Counseling RFP were released April 8th and due May 6th.

The City is currently in a cone of silence.

6. ANNOUNCEMENTS

Councilwoman Hurtak states the Comprehensive Plan Hearing is on May 22nd. Council has received hundreds of emails regarding density. Citizens do not want additional density in South Tampa.

Kimberly Overman asked how much of the Comprehensive Plan provides incentives for multifamily building verses missing middle type of housing, such as, duplexes and triplexes? Ms. Sieben, Planning Commission, shared that the density bonuses for affordable housing on transit-oriented corridors are priority. There will probably be more 'for rent' properties than 'for sale' properties because the affordable housing incentives must be determined before construction begins. This makes it difficult for developers because construction costs, timelines, and financing costs are constantly changing.

There was further discussion regarding the Comprehensive Plan, family units and accessory dwelling units, and an upcoming legislative bill.

7. NEXT MEETING

June 18, 2025

8. ADJOURN

The meeting was adjourned at approximately 2:25 pm.